

# Ward 3

## Neighborhood Advisory Board



### **DRAFT MEETING MINUTES** **Tuesday ~ March 7, 2017** **Scheduled Time: 5:30 – 7:30 p.m.** **Reno City Hall, 7<sup>th</sup> Floor Caucus Room** **One E. First Street, Reno, Nevada**

#### **MEMBERS**

Cory Hernandez  
Kyle Isacksen  
Michael Ondelacy  
Vince Salvatore  
Sarah Sloan

Council Liaison: Oscar Delgado

Community Liaison: Cynthia  
Esparza-Trigueros

#### **1. CALL TO ORDER**

The meeting was called to order at 5:30 p.m. by Chair Isacksen. A quorum was established.

#### **2. ROLL CALL**

**MEMBERS PRESENT:** Kyle Isacksen, Michael Ondelacy and Sarah Sloan  
**MEMBERS ABSENT:** Cory Hernandez and Vince Salvatore  
**POSITIONS VACANT:** Three  
**CITY COUNCIL LIAISON:** Absent  
**COMMUNITY LIAISON:** Cynthia Esparza-Trigueros  
**ALSO PRESENT:** Berry Hall – Scenic Nevada  
Sienna Reid – Fire Chief, Reno Fire Department  
Marie Rodriguez – Resident of Ward 3  
Bill Rulla – Lieutenant, Reno Police Department  
Jeremy Smith – GIS Coordinator, Truckee Meadows Regional Planning Agency

#### **3. PUBLIC COMMENT** – *Limited to no more than three (3) minutes and is for either public comment on any action item or for any general public comment. The public may comment on agenda items by submitting a **Request to Speak** form to the Chairperson. Comments are to be addressed to the board as a whole and not directed to or at individuals, presenters or staff members.*

Berry Hall from Scenic Nevada made the following public comment:

- Scenic Nevada published a four-page ad in a December issue of the Reno Gazette Journal in support of enforcing a moratorium on digital billboards
- In December of 2016 and January of 2017, City Council agreed that a moratorium prohibiting static and digital billboards should be brought back until a new billboard ordinance is adopted
- Surprisingly, Mayor Schieve, Councilmember Jardon and Councilmember Delgado voted against the moratorium on billboard construction tying the vote and causing it to fail
- There was a second motion to temporarily halt digital billboard applications which passed
- She has worked on this issue for over two years

\* Denotes **NON** action item

- Scenic Nevada is an affiliate of Scenic America
- Fighting billboard blight is a national issue

**4. APPROVAL OF AGENDA - For Possible Action**

A. March 7, 2017

***It was moved by member Ondelacy, seconded by member Sloan to approve the agenda for the March 7, 2017 Ward 3 NAB meeting as presented. The motion carried: members Isacksen, Ondelacy and Sloan assenting; members Hernandez and Salvatore absent; and three positions vacant.***

**5. APPROVAL OF MINUTES (For Possible Action)**

A. December 6, 2016

***It was moved by member Ondelacy, seconded by member Sloan to approve the minutes for December 6, 2016 Ward 3 NAB meeting as presented. The motion carried: members Isacksen, Ondelacy and Sloan assenting; members Hernandez and Salvatore absent; and three positions vacant.***

**6. ANNOUNCEMENTS**

Community Liaison Cynthia Esparza-Trigueros made the following announcements:

- The City Superheroes Citizen Recognition Program is accepting nominations
  - Nominations are due by March 26<sup>th</sup>
  - The next City Superhero will be recognized at the second City Council meeting in April
- The City of Reno will be celebrating its 150<sup>th</sup> Birthday on May 9, 2018
  - The City will be launching a celebration beginning on May 9, 2017

**7. UPDATE AND DISCUSSION FROM COUNCILMEMBER OSCAR DELGADO**

Council Liaison Delgado was not present at the meeting. He was attending the meet and greet with the two finalists for the City Manager position at the McKinley Arts & Culture Center.

**8. DEVELOPMENT PROJECTS** - *Following presentations by a City of Reno planner and/or the project's developer or representative, NAB members and the public will have the opportunity to ask questions about the project and provide feedback. The NAB will not take any action on development projects. NAB members and the public are encouraged to fill out the development project review form with their input. All development project review forms submitted to the community liaison at the NAB meeting or via the online form (<https://goo.gl/wXYHif>) will be submitted to the Reno Planning Commission for consideration in the development review process. All forms must be submitted two weeks in advance of the Planning Commission meeting for input to be included in Planning Commission materials.*

A. None at time of posting.

**9. DEVELOPMENT PROJECT UPDATES** – *The following items are to provide an update on action taken by the Planning Commission and/or City Council on development projects previously heard by the Ward 3 NAB. NAB and public comments were submitted via the development project review form to the Reno Planning Commission. (Approximately 10 Minutes)*

A. LDC17-00020 (Bella Vista Ranch Handbook Amendment) - A request has been made for a zoning map amendment to amend the Bella Vista Ranch Planned Unit Development (PUD) Handbook to allow for the establishment of a separate set of Covenants,

Conditions and Restrictions (CC&R's) for Villages C and D. The ±364 acre site is located along the south side of South Meadows Parkway and extends to the south along the west and east sides of Veterans Parkway, ±3,785 feet (±.73 miles) from its intersection with South Meadows Parkway in the Bella Vista Ranch PUD zone. The site has a Master Plan Land Use designation of Special Planning Area.

Kyle Chisholm, Planning Technician with Community Development gave the following update on this project:

- This project was approved by City Council on January 25<sup>th</sup>
- The amendment was recorded to the Bella Vista Ranch PUD Handbook on March 2<sup>nd</sup>

B. LDC17-00027 (Lithia Subaru Expansion) - A request has been made for a special use permit: 1) to expand the existing Subaru automobile dealership facility by ±10,878 square feet; and 2) for non-residential development adjacent to residentially zoned property. The ±4.1 acre site is located on the northeast corner of Kietzke Lane and East Grove Street (2270 Kietzke Lane) in the Arterial Commercial (AC) zone. The site has a Master Plan Land Use designation of Urban Residential/Commercial.

Kyle Chisholm, Planning Technician with Community Development gave the following update on this project:

- This project was approved by the Planning Commission on December 8<sup>th</sup>
  - The applicant has 18 months to apply for a permit for the expansion before expiration
  - The following was added to this project:
    - Service doors were added to the south side
    - Additional showroom area was added on the side of Kietzke
- C. LDC17-00022 (Ross Dress For Less/Norhtowne Marketplace) - A request has been made for: 1) an amendment to a special use permit Condition of Approval for Case No. 72-92 (Norhtowne Marketplace/File 2) to increase the size and amount of allowed signs; and 2) a variance from the wall sign standards to: a) increase the maximum letter height from 30 inches to ±72 inches; and b) increase the allowable sign area from 140 square feet to ±272 square feet. The ±18.1 acre site is located on the south side of North McCarran Boulevard, east of its intersection with US Highway 395 in the Arterial Commercial (AC) zone. The site has a Master Plan Land Use designation of Special Planning Area/Northeast Neighborhood Plan/Urban Residential/Commercial.

Kyle Chisholm, Planning Technician with Community Development gave the following update on this project:

- This project was withdrawn by the applicant
  - The previous SUP was found to allow the variance that was being requested
- D. LDC17-00032 (KRNV Parking Lot) – A request has been made for 1) a special use permit to allow for the construction of a new parking lot adjacent to residentially zoned property, and 2) a variance to allow a six foot tall fence in the front yard setback. The ±3.28 acre site is located at 1790 Vassar Street, on the southwest corner of Harvard Way and Vassar Street in the Arterial Commercial (AC) zone. The site has a Master Plan Land Use designation of Urban Residential/Commercial and Public Facility.

Kyle Chisholm, Planning Technician with Community Development gave the following update on this project:

- This project was approved by the Planning Commission on January 4<sup>th</sup> with minor changes to the conditions
- E. LDC17-00041 (Tiny 10) - A request has been made for a tentative map to develop ten single family detached townhomes. The ±19,602 square foot site is located on the northwest corner of the Ryland Street/Locust Street intersection in the Mixed Use/Medical Regional Center (MU/MRC). The site has a Master Plan land use designation of Special Planning Area/Medical Regional Center/Medical.

Kyle Chisholm, Planning Technician with Community Development gave the following update on this project:

- This tentative map was approved by Planning Commission on March 1<sup>st</sup> with no changes

#### **10. PRESENTATIONS AND UPDATES - For Possible Action**

- A. Presentation regarding an update of Relmagine Reno and community outreach opportunities during Phase II of the master plan update – Calli Wilsey, Community Liaison, Community Development Department (*Approximately 5 Minutes*)

Sienna Reid, Senior Planner, gave an update on the Relmagine Reno Master Plan which included the following:

- The Planning Process includes the following:
  - Vision and Values – May 2015 to January 2016
  - Plan Foundations – February 2016 to June 2016
  - Key Policy Changes – July 2016 to December 2016
  - Draft and Final Plan – Currently underway
  - Plan Adoption – August to September of 2017
- Community Engagement to Date
  - Over 6,000 participants in Phase I
  - Over 1,700 participants in Phase II
  - Over 1,100 subscribers to monthly newsletters
  - Ongoing coordination with local and regional partners and targeted groups
- Parts of the Plan
  - Plan Foundations
  - Citywide Policies
  - Area-Specific Policies
  - Implementation
  - Appendices
- Input opportunities
  - Open Houses at the McKinley Arts & Culture Center
    - Area-Specific Policies – February 15-16
    - Citywide Policies – April 25-26
    - Implementation Plan – July 25-26
  - Online Surveys
    - Area-Specific Policies – Through March 10<sup>th</sup>
      - Downtown Design Principles – Mid-March 2017
    - Citywide Policies – May 2017
    - Implementation Plan – August 2017
- The land use map online mapping and feedback tool will be available in May of 2017
- The Draft Plan will be brought to the NABs in August of 2017
- More information can be found at [www.reno.gov/reimaginereno](http://www.reno.gov/reimaginereno)

- B. Presentation regarding the City's new public records request online portal – Ashley Turney, City of Reno Clerk (*Approximately 10 Minutes*)

Ashley Turney, City of Reno Clerk, gave a presentation on the City's new online public records request portal which included the following:

- The City's online public request portal was launched on October 1, 2016
- Requests are now housed in one location
- It is a public portal for public records
- The portal is located at the City of Reno's website at [www.reno.gov](http://www.reno.gov)
  - The portal is on the City Clerk's landing page under public records
    - A search can be typed in for "public records" to find the link to this page

- There is a link to hot topics which include frequently requested public record
- A request for public record can be submitted if the information is not found
  - A free account can be created online
    - Status of requests for public records may be reviewed online
    - Requested records can be accessed online
- A cost may be associated with a record request
- The public record includes everything except Reno Police Department (RPD) records

The NAB members had the following questions for Ms. Turney:

- What cost is associated with a request for a record?
    - There are charges for requests that take more than 30 minutes of staff time
  - In what form are records sent to the public?
    - Records may be viewed online once a free account is set up
    - Audio records must be picked up
    - If a request involves extremely large plans, it will be held at the office for examination
- C. Presentation regarding changes to term procedures and the reappointment process for members of the City of Reno Neighborhood Advisory Board – Ashley Turney, City of Reno Clerk (*Approximately 10 Minutes*)

Ashley Turney, City of Reno Clerk, gave a presentation on term procedures for members of the City of Reno Neighborhood Advisory Boards (NAB) which included the following:

- Based on a resolution by City Council, the two-year term for all NAB members will expire in June of 2017
  - This would cause a large loss of quorum
- A new resolution has been brought forward by Council to randomly stagger the term expiration dates of NAB members to the following three dates:
  - One thirds of the members – June 30, 2017
  - One thirds of the members – December 31, 2017
  - One thirds of the members – June 30, 2018
- The new resolution is scheduled to go to Council for approval in March or April
- Once the new resolution is passed, a randomizer will be used to determine expiration dates for existing NAB members
- A NAB member may resign if they are unable to continue serving to the randomized term expiration date
- If a NAB member resigns, they are asked to notify/copy the City Clerk in addition to the Community Liaison with a letter of resignation
- NAB members are eligible to serve two consecutive two-year terms
  - After serving two consecutive terms, NAB members have the option to take one year off and then reapply for another term
- NAB members will be notified 45 to 60 days before their term expiration date to allow time for them to reapply
- Questions can be emailed to [cityclerk@reno.gov](mailto:cityclerk@reno.gov)

It was clarified that if a NAB member had a start date later than the original beginning date for the NAB, their term will be that of the person whose seat they filled. If a NAB member has served for less than one half of a term, that term will not count against them.

- D. Quarterly presentation from the Reno Police Department, including Ward 3 crime statistics – Representative from the Reno Police Department (*Approximately 10 Minutes*)

Lieutenant Bill Rulla from the Reno Police Department (RPD) gave the following update on Ward 3 crime statistics:

- Commercial and residential burglaries have increased between December of 2016 and January of 2017, but have decreased from January of 2016
- Destruction of property, robberies, vehicle burglaries and crimes against persons has decreased from the previous January of 2016
- Stolen vehicles were the same between December of 2016 and January of 2017 and have increased slightly from January of 2016
- The following make up the top three types of crime in Ward 3:
  - Commercial burglaries
    - There was a recent trend where businesses were targeted for cash
  - Residential burglaries
    - There were 13 residential burglaries in Ward 3 in January
    - Hot prowls were a concern
    - Most occur between the hours of 1:00 p.m. to 11:00 p.m.
    - He advised the public to lock doors and windows and to know your neighbors so you can watch out for each other
  - Stolen vehicles
    - Many vehicles were stolen on Harvard Way between Market Street and where Costco is located

E. Presentation regarding the final results of the Truckee Meadows Regional Housing Study – Truckee Meadows Regional Planning Agency (*Approximately 20 Minutes*)

Jeremy Smith, GIS Coordinator from Truckee Meadows Regional Planning Agency (TMRPA) gave a presentation on the results of the TMPRA Housing Study which included the following:

- The Truckee Meadows has about 175,000 housing units which includes the following types:
  - Low Density Single Family – 9%
  - Moderate Density Single Family – 45%
  - High Density, Single Family/Low Density Multi-Family – 18%
  - Moderate Density Multi-Family – 19%
  - High Density Multi-Family – 9%
- Approximately 10% of urban areas are walkable communities
- Affordable housing is a persisting issue in the Truckee Meadows region
  - Based on US Census data, over one-third of households are cost burdened and spend more than 33% of monthly income on housing
    - 27% of homeowners are cost burdened
    - 49% of renters are cost burdened
- Middle category housing which includes duplexes, triplexes and multiplexes are missing from current housing
- Housing preferences are shifting towards walkable communities
- Demographic changes
  - The population of Baby Boomers aged 65+ are growing – Households are decreasing in size
  - The Millennial population is growing – Need for housing is increasing
- For this study, a growth in population of 120,000 residents over the next 20 years was forecasted and translates into up to 50,000 new housing units by 2035
- The study modeled two scenarios:
  - Classic scenario – Based on the last 15 years of historical development
  - McCarran scenario – Assumes 25% of new homes will be constructed in the McCarran ring and utilize existing infrastructure
- The study considered costs of four key services
  - Transportation/new roads – RTC
  - Schools – Washoe County School District
  - Potable Water – TMWA
  - Wastewater – Reno, Sparks and Washoe County

- Infrastructure costs in the McCarran scenario were projected to be about \$780 million less than the Classic scenario
- Conclusions
  - Truckee Meadows needs a wider variety of housing types
  - Cost of ownership of single family detached homes have increased by more than 60% in the last 20 years while income has increased by only 17%
  - Local governments and service providers are struggling to provide increased infrastructure and services
- Opportunities
  - Support development in areas with existing infrastructure and services
  - Work with the RTC
  - Incorporate scenario planning tools into the 2017 Regional Plan Update
  - Partner with local jurisdictions and entities to maximize use of public resources
  - Use financial feasibility studies
  - Create a small competitive grant fund to assist in developing denser housing products
- Take aways from the study
  - Housing affordability is a major issue in the region
  - More housing types provide more options
  - Building in a compact scenario will save on infrastructure costs
- More information can be found at the website [www.tmrpa.org](http://www.tmrpa.org)

A copy of this presentation as well as an infographic was available as part of the supporting materials for this Ward 3 NAB meeting at the [www.reno.gov](http://www.reno.gov) website.

The NAB members had the following comments regarding the TMRPA study:

- Member Isacksen made the following comments:
  - Development projects such as the Stonegate project are not supported by this study
    - The project would take away open space
    - Major costs would be incurred for infrastructure, fire and police services
  - He asked if environmental costs were considered in the model
  - He asked if there was any way for the model to support policy for open land space

Mr. Smith replied that the TMRPA is working to build resiliency and sustainability into the model.

#### **11. BOARD DISCUSSION AND ACTION ITEMS - For Possible Action**

- A. Discussion of Joint NAB meeting on April 27, 2017, including selecting topics to be presented by the Ward 3 NAB and assigning a Ward 3 NAB member to begin creating a presentation based on discussion with the board – Cynthia Esparza-Trigueros, Community Liaison (Approximately 20 Minutes) – For Possible Action

Community Liaison Esparza-Trigueros gave the following update on the Joint NAB meeting:

- The Joint NAB meeting will be held on Thursday, April 27<sup>th</sup>
- Each NAB is creating a presentation on their Ward
- One option is to provide an update on Ward hot topics and issues
- There are no specific guidelines regarding the presentation
- The presentation must be created at the NAB meeting to avoid violation of open meeting laws
- The presentation should be approximately ten minutes in length

Member Ondelacy commented that Ward 3 has been involved in a lot of community engagement including cleanups and a mural project.

The NAB members decided to individually brainstorm ideas regarding the presentation and send these ideas to Community Liaison Esparza-Trigueros to share at the next meeting.

\* denotes **NON** action item

- B. Discussion and possible action for the Ward 3 NAB to participate in Reno's first Garlic Festival in collaboration with Local Food Network and Nevada Grown, on July 29, 2017 at Pat Baker Park – Kyle Isacksen, Ward 3 NAB member (Approximately 10 Minutes) – For Possible Action

Member Isacksen gave the following update on the Garlic Festival at Pat Baker Park:

- He has been organizing the first Garlic Festival to be held at Pat Baker Park on Saturday, July 29<sup>th</sup>
- He invited the Ward 3 NAB to be a part of this event
- The festival will support local food and culture and be held as part of Artown
- Local organically grown garlic will be sold
- The festival will feature bands, events and art
- There will be tables hosted by groups/organizations
- He asked the NAB members to think about a Ward 3 table related to local food, culture and garlic
- Council Liaison Delgado will be asked for funding to support the festival
- This will be a non-profit event

Community Liaison Esparza-Trigueros will place this topic as an agenda item for next month's meeting for further discussion.

## **12. OLD BUSINESS**

Community Liaison Esparza-Trigueros gave the following update:

- The City has launched a Spanish Facebook page
- The page mirrors the English Facebook page and has over 100 likes
- Please share information about the City's Spanish Facebook page with your friends and neighbors

## **13. IDENTIFICATION OF ITEMS TO BE PLACED ON A FUTURE AGENDA OF THE WARD 3 NEIGHBORHOOD ADVISORY BOARD FOR DISCUSSION AND/OR POTENTIAL ACTION - For Possible Action**

This agenda item was not discussed.

## **14. CONFIRMATION OF THE NEXT NAB CHAIRPERSON – For Possible Action**

This agenda item was not discussed.

## **15. PUBLIC COMMENT – Limited to no more than three (3) minutes and is for either public comment on any action item or for any general public comment. The public may comment on agenda items by submitting a Request to Speak form to the Chairperson. Comments are to be addressed to the board as a whole and not directed to or at individuals, presenters or staff members.**

Marie Rodriguez, resident of Ward 3 made the following public comment:

- She shared information about the Ward 3 NAB meetings on the Nextdoor website for her neighborhood
- Hidden Valley Honey is a local supplier of honey in Ward 3 who may be interested in the Garlic Festival which will be held at Pat Baker Park in July

Community Liaison Esparza-Trigueros announced that Ward 3 NAB member Douglas Wachholz passed away in January of 2017.



**16. ADJOURNMENT - For Possible Action**

*It was moved by member Ondelacy, seconded by member Sloan, to adjourn the meeting at 7:01 p.m. The motion carried: members Isacksen, Ondelacy and Sloan assenting; members Hernandez and Salvatore absent; and three positions vacant.*

DRAFT